



Appendix C

Close-up 6.0

Close-up is a program that allows you to dial in to the Banyan LAN from any location. With Close-up 6.0, users who are working off-site can retrieve documents that were attached to their mail messages and access the following network applications and services:

- C ARMS
- C Banyan Mail
- C Mumps Mailman
- C WP v. 5.1
- C Lotus 1-2-3 v. 2.4
- C On-line Databases

Dialing in to the Network

To dial in to the Banyan network from an off-site location:

1. Insert one end of the phone line into the phone jack and the other end to the modem.
2. Exit Windows.
3. At the C:\CLOSEUP6 prompt, type *CREMOTE*, and press ENTER.
The menu bar will be displayed at the top of the screen.
4. Use the arrow keys to move to the Keys menu.
5. Highlight Keyboard, and press ENTER until Advanced I is displayed.
6. Use the arrow keys to move to the Phone menu.
7. Highlight Dial, and press ENTER.
8. Type *18006365435*, and press ENTER.



note

- You may need to type 9 before the phone number to dial out.
9. Press ENTER to begin a session.

- The Banyan login screen will appear.
10. Type your SoftSwitch nickname or your full StreetTalk name, and press ENTER.
 11. Type your password, and press ENTER.

If you have any unread mail, the Banyan Mail main menu will appear. Otherwise, the Banyan Main Menu will be displayed.

Saving an Attachment

To save an attachment in Banyan Mail:

1. From the Banyan Main Menu, type *M* to bring up the Banyan Mail main menu.
2. Use the arrow keys to highlight Read, and press ENTER.
3. Highlight the message that contains the attachment, and press ENTER.
4. Press F10.
5. Highlight File, and press ENTER.
6. Highlight Disk File, and press ENTER.
7. Press ESC to save attachments only.
8. Type C:\ followed by the name of the attachment (e.g., C:\TEST.DOC), and press ENTER.
9. Press ESC to return to the Banyan Main Menu.

Transferring a File

To transfer an attachment that has been saved as a WordPerfect 5.1 or 5.2 file:

1. From the Banyan Main Menu, press ALT+R to bring up the menu bar.
2. Use the arrow keys to move to the Transfer menu.
3. Highlight Fetch Files, and press ENTER.
4. On the right side of the screen, use BACKSPACE to delete everything after C:\, and press ENTER.
5. Press F9 to view the files in the root directory.

6. Use the arrow keys to move to the file, and press SPACEBAR to mark it.
7. Press F2 twice to transfer the file.
8. When the transfer is complete, press any key to continue.
9. Press ESC, and then type *Y* to confirm that you want to exit.
10. Press ESC twice to return to the Banyan Main Menu.

Viewing an Attachment

To view an attachment:

1. From the Banyan Main Menu, type *W* to open WordPerfect 5.1.
2. Press F5.
3. Type *C:* followed by the name of the attachment (*C:\TEST.DOC*), and press ENTER.
4. Highlight the file, and type *I* to retrieve the attachment.